



**ORTAB**  
**Advisory Board**  
January 27, 2006  
550 W. 7<sup>th</sup> Ave., Ste. 240  
Anchorage, Alaska



Board Vice Chair, Susie Byersdorf called meeting to order at 8:40 a.m.

**Members Present:**

- |                            |                              |
|----------------------------|------------------------------|
| • Bobby Andrew-Dillingham  | • Jenifer Kohout-Anchorage   |
| • Susie Byersdorfer-Kodiak | • Erling Westlien-Willow     |
| • Rich Macintyre-Sitka     |                              |
| • Ken Lancaster-Soldonta   | <b>Members Absent:</b>       |
| • Paul Sandhofer-Kenai     | • Gia Hanna-Kotzebue         |
|                            | • Wendy Shiffler - Fairbanks |

**Staff Present:**

- Margaret Brodie, Admin. & Grants Manager
- Samantha Carroll, State Trails Coordinator
- Lani Eggertsen-Goff, Grants Administrator
- Lesley Pommarane, Administrative Assistant

The Board members introduced themselves and spoke briefly on their backgrounds.

Minutes from the 8/12/05 meeting were handed out. Bobby moved to approve, Ken seconded. The minutes were approved. Minutes from the 8/26/05 teleconference were also handed out. Rich moved to approve, Bobby seconded. The Board approved the minutes without any changes.

The meeting was turned over to Alaska State Park staff member, Samantha Carroll.

Update on the Alaska Trails Initiative funding: The Alaska Trails Initiative funding was originally approved to be reduced by 11.2%, which included the U.S. Department of Transportation (6.2%) and the Alaska Department of Transportation's (5%) indirect costs. The appropriation was re-directed to the Department of Natural Resources and therefore the indirect expenses were only reduced by the 6.2% indirect costs for the U.S. Department of Transportation, Federal Highway Administration.

**Board Business:**

Board members filled out travel authorizations, 2006 ethics disclosure forms, and interest in the board forms.

The Board selected a Chair & Vice Chair: Bobby nominated Susie for the Board Chair position, she accepted. Susie nominated Rich for Vice Chair, he accepted. All Board members approved.

Discussion on the new score sheets, likes and dislikes of the trail vs. the educational score sheets.

## Recreational Trail Program application review:

### **Environmental Protection & Safety Education Category**

Environmental Protection & Safety Education scores were reported by each board member.

Proposal Discussion:

#### B.A.A.R.T - Avalanche Hazard Recognition & Awareness Education

Discussion:

- The budget is not broken down; the category is all for planning.
- The funding for this established program would go to expand the existing program, i.e. video.
- They need to get more signs out.

#### Sheldon Jackson College - Wilderness Educator Training and Certification

Discussion:

- Members discussed the college students training for 1 (one) year then moving out of state. It was mentioned that Sheldon targets the people from Sitka.

A motion was made by J. Kohout to fund this project. The motion was seconded by B. Andrews.

#### DPOR - Mat-Su - Reprint and distribution of Hatcher Pass Snowmobile Trail Brochure

Discussion:

- It may be best for a non-State agency to do the work, as the State cannot produce printing jobs with more than 3 colors.
- This was the highest scoring in this category, but was disqualified because State Parks cannot use more than 3 colors in printing the brochure.

#### Fairbanks North Star Borough - Trails Advisory Commission - Trail Etiquette, Education & Signage

Discussion:

- The Board had no questions or comments on this application, at the time.

#### Alaska Trails, Inc., – Trail Steward Training Program, Phase II

Discussion:

- Cost may depend on where the intern is located, Anchorage vs. Fairbanks
- Budget is confusing, would need to be tightened up

Board recommended funding the Sheldon Jackson College - Wilderness Educator Training and Certification project. Vote taken: four (4) Board members were in favor of funding this project; three (3) were not in favor of funding.

Break at 10:15 a.m. and reconvened at 10:30 a.m.

## **Non-Motorized & Non-Motorized Diverse Category**

Non-Motorized & Non-Motorized Diverse Projects scores were reported by each board member.

Proposal Discussion:

### **Alaska Trails - Educational Signage & Kiosk Program in Far North Bicentennial Park**

Discussion:

- Paul stated he would not vote due to a conflict of interest.
- A couple of questions and clarifications were addressed.

### **Peninsula Sled Dog & Racing Association - Kenai Peninsula Sled Dog Winter Trail Grooming**

Discussion:

- The Board had no questions or comments on this application, at this time.

A motion was made by S. Byersdorfer to fund this project. P. Sandhofer seconded the motion.

### **Matanuska-Susitna Borough - Hatcher Pass Multiple Purpose Trails**

Discussion:

- The Board had questions on the timeline and logistics.
- The project manager had no previous experience or the experience wasn't listed on application.
- The \$8.5 remaining after funding Peninsula Sled Dog & Racing Assoc.'s project may go to this project depending on negotiation with MatSu Borough. The Board would like a report on how the money will be distributed.
- Susie moved to recommend, Paul seconded.

### **City & Borough of Juneau-Engineering Dept - Duck Creek Greenway Trail Phase I**

Discussion:

- Budget not filled out correctly.
- The amount is high due to the trail being handicapped accessible.

### **DPOR-Kodiak - Piedmont Point Trail Safety & Rehabilitation Project, Phase I**

Discussion:

- No questions or comments from the Board.

### **DPOR-Interpretation & Education - Chugach Leg of the Iditarod Trail**

Discussion:

- P. Sandhofer stated he has a conflict of interest.
- No questions or comments from the Board.

### **Fairbanks North Star Borough - Dept. of Parks & Rec. - Tanana Lakes Nature Trail**

Discussion:

- J. Kohout stated she has a conflict of interest.

- The budget is vague, but the applicant is commended for the time and effort put into resolving the trail conflict issues.

#### The Conservation Fund - Rabbit Valley Access Project

##### Discussion:

- P. Sandhofer stated he has a conflict of interest.
- There were some questions on what tracts of land this project would include. This proposal is to purchase 3 lots so the public can access the Chugach State Park via Rabbit Valley. This was clarified by a representative from Great Land Trust.
- The proposal lacked letters of support.
- The budget and indirect expenses were not explained.

#### DPOR–Chugach - Chugach State Park/Americorps Trail Crew

##### Discussion

- P. Sandhofer & E. Westlien stated they have a conflict of interest.
- Applicant did not specify project area or the work to be done.
- It appeared the applicant is trying to do too much and already has too many projects going on.
- Budget was not broken down sufficiently.

A motion was made by S. Byersdorf to remove this project from consideration. P. Sandhofer, K. Lancaster & R. Macintyre seconded the motion. This work will be covered by the Park Unit statewide trail crew project.

#### DPOR – Ketchikan - Campground Link Trail

##### Discussion:

- The Board had no questions or comments on this application, at this time.

#### DPOR-Ketchikan - Waterfall View Lake Link.

##### Discussion:

- The Board had no questions or comments on this application, at this time.

#### Fairbanks Dog Park, Inc. - West Dog Park Loop Trail

##### Discussion:

- Applicant did not provide adequate quotes for contractual costs greater than \$500; applicant will be required to provide this information when requesting reimbursement.

Board recommended funding the following projects in this category:

- Alaska Trails - Educational Signage & Kiosk Program in Far North Bicentennial Park
- Peninsula Sled Dog & Racing Association - Kenai Peninsula Sled Dog Winter Trail Grooming
- Matanuska-Susitna Borough - Hatcher Pass Multiple Purpose Trails
- City & Borough of Juneau-Engineering Dept - Duck Creek Greenway Trail Phase I
- DPOR–Kodiak - Piedmont Point Trail Safety & Rehabilitation Project, Phase I
- Fairbanks North Star Borough - Dept. of Parks & Rec. - Tanana Lakes Nature Trail
- DPOR – Ketchikan - Campground Link Trail
- DPOR-Ketchikan Waterfall View Lake Link.

- Fairbanks Dog Park, Inc. - West Dog Park Loop Trail

The Board moved to approve RTP Park Unit projects as described by Samantha Carroll. A motion was made by S. Byersdorf to fund Park Unit projects. This included statewide trail crews for about 21 weeks for all park areas using unallocated funds from prior years. If these funds are not used this summer, the funds will lapse September 30, 2006. The trail work will also include (with approval by FHWA) the Chugach park connector trail project, which will improve the connector trail between Chugach State Park and Far North Bicentennial Park.

Break for lunch at 11:45 am and reconvened at 1:00 pm.

### **Motorized & Motorized Diverse Category**

The Board's scoring of each project in the Motorized & Motorized Diverse category were reported.

Proposal Discussion:

#### **Trapper Creek Homeowners Association Inc. Mile 120 Trail Repair Project**

Discussion:

- Paul stated he would not vote due to a conflict of interest.

A motion was made by S. Byersdorfer to fund this project with a stipulation on negotiating the costs associated with the purchase of equipment vs. rental and boardwalk stringers. B. Andrews seconded the motion. Vote of members; five (5) in favor.

#### **Kenai Peninsula Borough - Jacobs Ladder Drive - Trail Improvements**

Discussion:

- No details on timeline, hard to follow.
- No planning, how are they going to do this?
- Much discussion on whether this is part of a community's priority, that it appears to be benefiting a select group of landowners, whether the trail will eventually become a road, etc.
- Will they purchase or rent the equipment?

Vote taken: seven (7) Board members are not in favor of funding this project.

#### **Homer Soil & Water Conservation District - Trail Signage within the Ninilchik River and Deep Creek**

Discussion:

- The purpose of the grant was clarified: It is for signs to educate the public.
- No support from the landowners was shown in application.
- All Board members are in favor of funding.

Vote taken: all seven (7) Board members voted in favor of funding this project.

#### DNR - MLW Legal Access to Caribou Hills Special Use Area

##### Discussion:

- Do we want to fund this just because we have the money?
- DNR should fund positions to handle easement/homeowner property.

Vote taken: one (1) Board member voted in favor of funding this project; six (6) Board members voted not in favor of funding this project.

#### **Diversified Category**

The Board reported scores on the Diversified Projects to Samantha Carroll.

##### Proposal Discussion:

#### Youth Restoration Corps - Resurrection Creek Trail Maintenance

##### Discussion:

- The descriptions and maps are poor, no vendor quotes, no community support, and no long-term maintenance plan.
- The in-kind match they proposed needs to be reviewed.
- They do have a good track record on other projects.

#### Arctic National Wildlife Refuge - USFWS Dechanlee Trail Restoration

##### Discussion:

- The tribe shows support for this.
- Do the students own the equipment?
- Labor hours are not broken down.

#### Twin Bears Outdoor Education Association, Inc. (TBOEA) Twin Bears Trail Rehabilitation and Access Improvement

##### Discussion:

- Purchase of storage shed is ineligible.
- What are they actually doing?
- Where will the shelter be located?
- How are they going to use the mower?

#### DPOR-Mat-Su - Nancy Lake State Recreation Area Trail Crew

##### Discussion:

- Pioneer trail is not on map, where do the boardwalks go?
- There are more tasks listed than described. Tent platforms not described.

A motion was made by J. Kohout to include this project work under the Park Unit project for statewide trail crews. Trail crew weeks will be increased for Mat-Su & Chugach areas to meet the needs for the two park grant applications. K. Lancaster seconded the motion. Vote taken; all seven (7) members voted in favor.

### Interior Alaska Land Trust - Chena Flats Greenbelt Project

#### Discussion:

- B. Andrews was not able to score proposal was missing in his package.
- Comment from applicant representative: Applicant had an open house with approx. 70 people who support the project, but did not have the time to assemble support letters prior to the application due date.

### City of Skagway – Trails Signage Project

#### Discussion:

- The signs didn't have the distances on them. Would be helpful to have the distance signs indicating the next location and the approx. amount of time it takes for a person to walk to it.

### DPOR-Northern - Stiles Creek Trail Re-route

#### Discussion:

- Salary shouldn't be coming from DNR.
- No estimate of the number of hours, match is shown as ranger salaries.
- Some discussion as to whether permits are needed.
- No detailed timeline or community support listed.

### DPOR-Northern - Colorado Ridge Sustainable Trail Construction

#### Discussion:

- S. Byersdorfer didn't score, didn't think it fit the criteria.
- Some concern about the appropriateness of paying a ranger to watch the crew do the work.
- Lisa Holzapfel with NPS, RTCA commented on this project since she has knowledge of the specific needs. She stated that a ranger trained in sustainable trail constructions is critically needed to build the trail in a sustainable manner. This assistance is needed since the contractor doing the on-the groundwork is not trained in sustainable trail building.

A motion was made by R. Macintyre to fund all diversified project, seconded by J. Kohout. Vote taken; all seven (7) Board members voted in favor of funding these projects.

A motion was made by E. Westlien to fund the City & Borough of Juneau's Duck Creek project with the remaining funding in the Diversified category, this project is a non-motorized diverse project and therefore satisfies the Diversified category. And to use any extra funding to fund the Mat-Su Borough's proposal for Hatcher Pass Multiple Purpose Trails, which is also a non-motorized diverse project type. J. Kohout seconded this motion; Vote taken; all seven (7) members voted in favor.

The Board discussed the Division of Mining, Land & Water position funded by the RTP program to adjudicate trail easements. The most current progress report was handed out for members review and to become familiar with the work being done.

## **LWCF Grant Program**

Joy Bryan-Dolsby provided an orientation “Creating and Protecting Places that Matter” especially to inform the two new members. A project review is done on the following:

- Update of projects approved last year
- List of active projects FFY01/02
- List of active projects FFY03/04
- List of pending projects FFY03/04

In the FFY05/06 project selection process, the order is determined by Staff Evaluation Committee (SEC) and is scored by what is on the application only, not any other knowledge. The staff recommendation is as follows:

1. Tanana Lakes Recreation Area
2. City of Nome Outdoor Sports Complex Phase 1
3. Fish Creek Park Phase 1-City and Borough of Juneau
4. Turnaround Skate Park-City and Borough of Sitka
5. Chester Creek East Acquisition-MOA

The Board moved and accepted the staff’s prioritization recommendation. All seven (7) Board members voted in favor.

### Discussion:

- Joy will send out an overview of the applications for next year to give the Board time to review them before scoring.
- Applicants will be notified as soon as the Director approves the projects.
- Next meeting date Wednesday, March 1, 2006 at 9:00 a.m. via teleconference.
- It was suggested to have separate grant meetings broken up by category.
- The Board would like to have the project title and number on each application.
- It was suggested that each Board member make notations on each application as they go through them to save time when scoring.

The meeting was adjourned at 4:20.